

# **Annapolis Conservancy Board**

**Thursday, February 10, 2011, 5:30pm**

**Pip Moyer Recreation Center, Room #1**

## **Meeting Minutes**

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### **Members Present:**

Jay Baldwin, **Chair**

Joel Dunn, **Vice Chair**

Gretchen Clift

Karen Jennings

Tom Lippert

Jon Chapman

### **Members Absent:**

David Fogle

### **Staff Present:**

Steve Carr

Tami Hook, Recorder

## **HOUSEKEEPING:**

### **January 13, 2011 Meeting Minutes**

Mr. Dunn moved to approve the January 13, 2011 meeting minutes as amended. Ms. Jennings seconded the motion. The motion passed unanimously in a vote of 4-0. (Lippert and Chapman not present for voting)

### **Review Minutes & Activities of Other City Boards**

The meeting minutes for the Annapolis Environmental Commission, Recreation Advisory Board and Maritime Advisory Board. Chair Baldwin inquired about the location, status and type of bog noted in the Annapolis Environmental Commission (AEC) September meeting minutes. Staff agreed to discuss this with Suzanne Pogell, Chair of the AEC, and report at the March meeting.

### **Future Speakers**

Staff clarified that the Board had discussed having Elizabeth Buxton who the Executive Director of Maryland Environmental Trust as part of a signing event for the new Cooperative Agreement. Staff emailed the Deputy City Attorney to determine the status of the new Cooperative Agreement but noted that the changes have been incorporated into the agreement. Once the final document has been provided then

Ms. Buxton will be invited to a meeting. Mr. Dunn suggested inviting the Trust for Public Land new representative to a meeting to introduce the Board. He agreed to provide staff with the name and contact information.

### **Legislative Update**

Staff reviewed the legislative updates and found nothing of interest to the Commission. Staff addressed the inquiry from the last meeting regarding Ordinance O-31-09 for the purpose of establishing the BCE zoning designation agreeing to check with Planning and Zoning staff on the status. He clarified that O-29-09 has had no movement per the Planning and Zoning staff. Chairman Baldwin asked about clarification on the process of determining expiration dates. Staff agreed to check into this and report at the March meeting.

## **Boards and Commission Meeting on Minutes and Agendas**

Staff provided a copy of the agenda for the Boards and Commission workshop scheduled for February 24, 2011 at 5:30pm in City Council Chambers. In response to question raised regarding the purpose, staff explained that he believes that the workshop is intended to standardize the minutes and agendas for all the Boards and Commission. Members were encouraged to attend if their schedule permits. However, it was noted that the Board's secretary will be in attendance and will give a report at the February meeting.

## **Final Bylaws/2010 Annual Report**

Staff incorporated the changes made at the January meeting into the Bylaws and the final document has been included as part of the 2010 Annual Report. A copy of the 2010 Annual Report was provided to the Board members and copies distributed to the Clerk's Office, the Mayor's Office, DNEP, Public Works, Planning and Zoning as well as the Aldermen/Alderwomen.

## **Mail**

There was no mail.

## **NEW BUSINESS:**

### **A. Land Trust of Alliance 2010 Census**

Staff was contacted by Land Trust Alliance who in the process of preparing a new national LTA 2010 Census. Staff completed the necessary paperwork and the Board is now part of the national LTA census. Chair Baldwin asked that the questionnaire link be distributed via email so that the Board can have easy access to it.

### **B. Bowie Environmental Commission Easement Problem**

Staff was contacted by the Chairman of the Bowie Environmental Commission who is also a homeowner in a community that experiencing problems with a homeowner building within the community open space. **Staff referred them to a ??????**

### **C. Katherine Property Walk-Thru**

Ms. Jennings reported that the Annapolis Environment Commission has arranged for a walking tour of the Katherine property scheduled for February 15, 2011 at 2:30pm. Staff asked those members of the Board interested in attending to let him know so that he can arrange for attendance. There is a possibility of a tentative date for March 19, 2011.

## **OLD BUSINESS:**

### **A. Open Space Review & Ideas Team Recommendation Follow-Up**

#### **Open Space Letter from the County**

Staff provided a copy of the original letter to the County dated January 30, 2001 and the recent letter from Rick Anthony dated November 10, 2010. He briefly discussed an email dated March 31, 2006 that outlines the amount of funding available to the City. The Board expressed an interest in an assessment of how much funding the City is owed. Ms. Jennings believes the first step is to reach a formal agreement between the County and the City. Staff will discuss the best approach to move forward on this with Ms. Plumer.

#### **Mapping Proposal From Shawn Wampler**

Mr. Dunn contacted Ms. Wampler regarding the status of the mapping proposal and was provided a list of the data layers. Ms. Wampler sent an email to appropriate staff inquiring whether these data layers can be shared with the public and is awaiting a response. Staff was asked to follow up with recipients of the email to obtain approval and invite Ms. Wampler to the February meeting to discuss the data.

**B. Acton's Landing Fountain Update**

Staff noted that the Recreation and Parks Department is moving forward on the Acton's Landing Fountain. Mr. Dunn reported that the City will be purchasing and installing the fountain but will be reimbursed by the Annapolis Community Foundation.

**C. Easement Inspections and Reporting Forms**

Chairman Baldwin reported that there has been no action on this agenda item.

**D. Sign Posting & Village Greens of Annapolis**

Staff reported that signs at Village Greens of Annapolis property were not posted properly. He will be posting additional signs on the side of the property where there are no signs.

**E. South Cherry Grove Rain Garden Sign Grant**

Staff reported that there has been movement on the grant preparation in that the Spa Creek Conservancy will be applying for a grant from the Chesapeake Bay Trust to do some work in this area so will include the sign as part of the grant.

**F. Update on the New Cooperative Agreement with the MET**

Staff will continue to contact Mr. Elson regarding obtaining a copy of the amended Cooperative Agreement and Chairman Baldwin will give a call requesting that a digital copy of the amended agreement be provided to staff for forwarding to the MET for final preparation.

**G. Edited Conservation Easement Map & Website – Add Admiral Oaks**

Staff contacted Mr. Wampler regarding adding Admiral Oaks to the easement map and website. She was amenable to the request. Mr. Chapman asked Staff to check with Ms. Wampler to see whether the Kingsport Development site plan can be used to create a GIS map.

**H. Regatta Bay II Easement Infractions Letter**

Staff will prepare the infractions letter for review at the March 8, 2011 meeting.

**I. St. Luke's Update**

Chair Baldwin reported that the St. Luke's project is no longer being considered. It was noted that there is a property owner who is willing to purchase the property and maintain it as a conservation area.

**J. Miscellaneous**

Ms. Jennings requested the status on the property next to the Brewer easement. Staff agreed to provide the status of all the letters sent by the Board and report at the February meeting.

**H. Adjournment**

**The next meeting is scheduled for March 10, 2011 at 5:30pm at Pip Moyer Recreation Center.** With no further business, Ms. Jennings moved to adjourn the meeting at 6:50pm. Ms. Chapman seconded the motion. The motion passed unanimously in a vote 6-0.

Tami Hook, Recorder